

Eric Hahn, Chair
Joyce Conner, 1st Vice-chair
Ron Thalheimer, 2nd Vice-chair
Robin Baker
Michelle Burreson
April Gibson
Darci Gibson
Paul Hogoboom
Mike Johnson
Bruce Kendall
Dale King
Dave Lawson
Mark Martinez
Mary Matusiak
Wayne Nakamura
Tim Owens
Dona Ponepinto
Patty Rose
Sheila Ruhland
James Walker
Blaine Wolfe

**WDC One-Stop Operator & Partners Committee Meeting
Agenda**

**March 1, 2016
8:30 a.m. – 10:00 a.m.
Ron Thalheimer, Chair**

**WorkForce Central
3650 S. Cedar St, Tacoma
Classroom 1**

- | | | |
|---|------------------|--------|
| 1. Hello / Introductions | Ron Thalheimer | 5 min |
| 2. Review Prior Meeting Notes | Ron Thalheimer | 5 min |
| 3. Follow Up from All WDC Committees/
Core 6 Joint Meeting
<i>Those who attend share thoughts</i> | Group Discussion | 15 min |
| 4. Assessment Strategies
<i>a. Committee members bring and share
list of assessments they use
b. Assessment Tool Next Step</i> | Group Discussion | 45 min |
| 5. Next Meeting Agenda Item | | |
| 6. Thank You/Adjourn | | |

WorkForce Central Staff
Linda Nguyen, CEO
lnguyen@workforce-central.org

Deborah, Howell, CAO
dhowell@workforce-central.org

Jan Adams, Executive Assistant
jadams@workforce-central.org

WorkForce Central
3650 S. Cedar St.
Tacoma, WA 98409
Phone: 253.254.7335
Fax: 253.830.5226
www.workforce-central.org

Future Meetings

April 5, 2016 8:30-10:00 am
May 3, 2016 8:30-10:00 am
June 7, 2016 8:30-10:00 am

WDC One-Stop Operator & Partners Committee Meeting

NOTES

January 5, 2016

8:00 – 10:00 a.m.

WorkForce Central

3650 S. Cedar St, Tacoma

Classroom 1

Committee Member Attendees: Ron Thalheimer, Susan Cable, Sheila Ruhland, Kurt Simmons, Nanette Borders, Keith Johnson, Mandy Kipfer, Tracy Larson, James Walker, Mabel Edmonds, Jaime Prothro, Kelli Johnston

WDC Staff Attendees: Linda Nguyen, MaryEllen Laird, Cheri Loiland and Debbie Lean

AGENDA	NOTES	ACTION ITEMS
1. Hello/Introductions (Susan Cable)	<ul style="list-style-type: none"> Ron shared what has kept him away from the last couple of committee meetings and thanked everyone for their support. He asked Vice Chair Susan Cable to run the meeting today. Roundtable introductions were made. 	
2. Review Prior Meeting Notes (Susan Cable)	<ul style="list-style-type: none"> Prior meeting notes were accepted as prepared. 	
3. One-Stop Assessment	<ul style="list-style-type: none"> This exercise is to talk about what the system looks like now so we can see where the gaps are and where to improve, etc. Linda wants to make sure everyone looks at the MOU elements of the law and what it says are the minimums. <p>Question #9: The role of all required partners in the one-stop has been defined, introduced, and integrated into service delivery.</p> <ul style="list-style-type: none"> Partners discussed their section of the MOU and shared what they have been doing and what areas/challenges will need to be reviewed and changed. Everyone agreed that there is no mechanism in place for a formal shared referral system. There was discussion around SKIES and the new system (WorkSource Washington) that will be replacing it and the concerns about who will have access. Kurt shared that some state agencies and CBOs are using EJAS as their referral system. DSHS can turn things on/off but if given access you can see what is happening with the common customer. Mabel suggested that we might want to start with what is already in place and shared that through a grant, the colleges have the navigator model. Kurt shared that Goodwill has a navigator also but because funding is an issue they pay for it out of their own pocket. Finding ongoing funding is difficult and then when it is attached to a grant it becomes a new problem because it is more focused on a narrow population and then 	Linda asked MaryEllen to find out what functions are available in the WorkSource Washington (WIT) system and find out if it will allow us all to see the common customer, who is working with them.

	<p>the grant goes away.</p> <ul style="list-style-type: none"> • Linda stated that we would have to see if the navigator model is feasible for the colleges, CBOs and state partners. While we can mitigate the referral piece to see who has it, it may not be possible to maintain that model. • Linda stated that we have to focus on who the mandatory partners are and who the core ones are that have to put their resources on the table. Staff is going to have to look at who is around the table now, who is missing and then start integrating them in. <p>Question #9 complete and the following added to the Assessment Matrix:</p> <ul style="list-style-type: none"> ○ Opportunity for Improvement <ul style="list-style-type: none"> ▪ SKIES (new system: WorkSource Washington) ▪ EJas ▪ Customer service satisfaction ○ Goal: <ul style="list-style-type: none"> ▪ Formal shared referral system <ul style="list-style-type: none"> ➢ Determine what WorkSource Washington (WIT) capabilities are. ▪ Customer service survey on important services of the system is being done now. Results will be shared at the convening meeting with Core 6 and all committees on 2/26/2016. <p>Question #12: A service strategy has been put in place that provides youth with access to educational and other appropriate activities and supportive services. Youth are able to access robust programs, activities, and supportive services to assist them in obtaining high school and postsecondary credentials and succeeding in careers.</p> <p>Question #12 complete and the following added to the Assessment Matrix:</p> <ul style="list-style-type: none"> ○ Before discussing affiliate/connection sites, we need to assess where we are today. The Core 6 Leadership team is going to be looking at maps that show where the population is, and where the services exist to come up with where the super center and affiliates sites should be. Whether they are sites owned by the colleges, library system or community based organization is unknown right now. <p>Question #13: One-Stop centers work in partnership with Job Corps Centers to actively recruit and refer youth to the program.</p> <ul style="list-style-type: none"> • Job Corp representation is needed at the table. • Don't have any Job Corp Centers in Pierce County but would be nice to know where to post information/locations for young adults as an option. Washington Job Corp Centers are located in: <ul style="list-style-type: none"> ➢ Sedro-Wooley Cascade ➢ Columbia Basin in Moses Lake ➢ Curlew (Eastern Washington) ➢ Ft. Simcoe (Gorge area) • Jamie shared that getting access to the Job Corp Centers is through more localized contact 	<p>Cheri to determine what partners are missing at the table and reach out to them for representation.</p>
--	--	--

points that we have in our community. It is a referral and assessment process. Locally, Goodwill has Job Corp staff on site.

Question #13 complete and the following added to the Assessment Matrix:

- Opportunity for Improvement
 - We need to have Job Corp represented at the table.
 - We don't have any Job Corp centers in Pierce County but should post for the young adults as an option.
 - Locations are:
 - Sedro-Wooley Cascade
 - Columbia Basin in Moses Lake
 - Curlew (Eastern Washington)
 - Ft. Simcoe (Gorge area)
 - To get access to the Job Corp Centers is through the more localized contact points that we have in our community. It is a referral and assessment process. -- Goodwill has Job Corp staff there. Who else has Job Corp staff on premise?
- Goal:
 - Get Job Corp representation at the table.
 - Partners should post Job Corp center locations and who the local contacts are.
Locations are:
 - Sedro-Wooley Cascade
 - Columbia Basin in Moses Lake
 - Curlew (Eastern Washington)
 - Ft. Simcoe (Gorge area)Local Contacts:
 - Goodwill has Job Corp staff

Question #14: Assistive Technology: How are we serving the disabled population?

- Linda shared that Mary Matusiak had been asked to work with an ESD group of people to assess what we currently have and what we need.
- Jamie shared the governor initiated the Access and Technology Committee who is working on all of these areas to raise the bar for access and meet the intent of WIOA. There are representatives from different agencies and committee organizations on that committee.
- Mandy stated there has been a lack of training for staff and there needs to be someone on site that has the proper training.
- Jamie shared that ESD has a committee with representatives from different development centers that are working through issues to begin to raise the standards and ensure that the centers are meeting the needs of people with disabilities. *Linda reminded the committee that it is not just the center - it will be affiliate site also.*
- Jaime shared that the Library System has a couple of pretty rudimentary software installed. For online services they look to see if they are translatable, text to reader, etc.

Question #14 complete and the following added to the Assessment Matrix:

	<ul style="list-style-type: none"> ○ Opportunity for Improvement <ul style="list-style-type: none"> ▪ Mary Matusiak working with an ESD group of people to assess what we currently have and what we need. ▪ A governor initiated committee: Access and Technology Committee ▪ ESD has a committee with representatives from different development centers that are working through issues to begin to raise the standards and ensure needs of people with disabilities are met. ▪ Library System has a couple of pretty rudimentary software installed (online that are translatable, text to reader, etc ○ Goal: <ul style="list-style-type: none"> ▪ Connect to the statewide initiative. ▪ Stay on track with the progress they are making. <p>Question #15: Job Seeker/Customer: What assessment tools are used now and what do we want to change to better serve the job seeker/customer?</p> <ul style="list-style-type: none"> ▪ Linda suggested that each agency/organization do an inventory and then come up with a handful of what we think are the best ones. There is assessment tools for career and aptitude, interest aptitude, academic, etc. <p>Question #15 complete and the following added to the Assessment Matrix:</p> <ul style="list-style-type: none"> ○ Opportunity for Improvement <ul style="list-style-type: none"> ▪ Agencies individually have tools they are using. Challenge is to know what those tools are, how they apply, and what the best tools to use are. ○ Goal: <ul style="list-style-type: none"> ▪ All committee members are to bring back the list of assessments used either in your affiliate or in dealing with job seekers and prioritize whether they are career, scholastic, etc. <p>Question #16: Center Assessment: How are we reporting as a system?</p> <ul style="list-style-type: none"> • Data sharing is a system wide issue. What measurements we should report; what measurements we need to report; and what is under the new legislation to report all comes into play. • Linda stated that the state right now is focused on the federal performance measures - mandatory partners have core common measures. Right now all we have is certifying affiliate sites every so many years but under WIOA we have an obligation to make sure we have an assessment of the center. • Sheila stated that what she is not hearing in the conversation is what is important for us as the Pierce County WDC. At the state and federal level they are telling us what they think they need to know to continue to fund. She would caution the group to not just look at what the state might tell us. She firmly believes within our own local area we are best to determine (think outside the box) what our assessment is because it clearly guides us to what we should do in our action plan and areas of improvement. Need to identify what is most important and then figure out a way of measuring it. 	<p>All committee members are to bring back the list of assessments used either in your affiliate or in dealing with job seekers and prioritize whether they are career, scholastic, etc.</p>
--	--	--

	<ul style="list-style-type: none"> • Kelli shared that the state data can tell us the information so locally we shouldn't have to create some other data tracking mechanism. We should do a real assessment of what is important at the local level which is about the relationships of our agencies around the table. <p>Question #16 complete and the following added to the Assessment Matrix:</p> <ul style="list-style-type: none"> ○ Opportunity for Improvement <ul style="list-style-type: none"> ▪ Certifying affiliate sites every so many years. ○ Goal: <ul style="list-style-type: none"> ▪ We have an obligation to make sure we have an assessment of the center. 	
4. Other Business	None	
5. Next Meeting Agenda Items	<ul style="list-style-type: none"> • Assessment Strategies that go along with what this group has done and what transpires at the big meeting. 	Completed One-Stop Assessment tool will be sent out to committee prior to large meeting scheduled for February 26th
6. Thank You/Adjourn	10:05 am	

ASSESSMENT

1. Our workforce system has all core and required one-stop partners at the table supporting development and implementation of the area’s one-stop policies and processes, service delivery design, and infrastructure and certification criteria.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Identify missing members Certification will come after the state information is public (Wagner Peyser cannot stand alone) <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Reach out to core/required partners <ul style="list-style-type: none"> Rescue Mission WA Department of Services for the Blind Community Services Block Grant for Low Income – reach out to the City of Tacoma or Commerce (Diane Klontz) Assistance to the Aged - reach out to the City of Tacoma Employment and training programs carried out by the Small Business Administration - reach out to Small Business Administration Regional Office in Seattle. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

2. Core and required one-stop partners are invested in supporting development and implementation of our state/local area's one-stop policies and processes and a customer-centered service delivery design.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Explore the customer focused inclusive system Create a more sophisticated Memorandum of Understanding (MOU) than the prior one <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> System that is customer focused and inclusive to develop and implement a system that is customer centered (facilitator for this discussion) Update the Memorandum of Understanding (MOU) <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

3. Our workforce system actively connects entities receiving DOL-funded discretionary grants with the one-stops to ensure customers can take advantage of the grant opportunities provided.

Workforce Central added:

Our workforce system actively connects entities receiving HUD, DOD, DOJ, etc. funded discretionary grants with the one-stops to ensure customers can take advantage of the grant opportunities provided.

Step 1: List areas of opportunity for improvement (from QSAP):	Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:
<ul style="list-style-type: none"> Update opportunities and add foundation to it Upcoming Grants <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>	<ul style="list-style-type: none"> Connection with Earn-Ability Group (Brian Humphries) Data and tracking <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center; font-size: small;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>

Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

4. Our workforce system has identified existing efforts in the state and local areas that have established emerging career pathways and is working to expand those efforts in a non-duplicative manner.

Step 1: List areas of opportunity for improvement (from QSAP):	Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:
<ul style="list-style-type: none"> Washington Career Pathways <p align="center">_____</p> <p align="center">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>	<ul style="list-style-type: none"> Presentation at an upcoming meeting <p align="center">_____</p> <p align="center">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>

Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

5. Our workforce system has a structure in place to ensure input from area business and industry about the skill needs of the workforce is captured and addressed.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Get input/feedback from the 6 focus groups and the WDC so it is constantly accessible to the entire community. Determine if there are other venues we need to put in place. <p style="text-align: center; margin-top: 20px;">_____</p> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Compile the information so it is accessible in one place; pursue focus group information and WDC goals; tie into the Business Services committee to determine how to disseminate the information. <p style="margin-left: 20px;"><i>Possible Strategy: The WDC has identified a handful of key sectors that are important to our economy so we have to be intentional and strategic and when we ask for feedback there are at least 5 key questions that we want to ask every time.</i></p> <p style="text-align: center; margin-top: 20px;">_____</p> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

6. Business services representatives work collaboratively with one-stop partners and have an impactful role in one-stop service delivery, such as identifying industry-recognized credentials appropriate to regional economies.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> ESD has employees talking to employers and others who work more with the job seeker and thinks communication between the two could use improvement starting at the Worksource Center but expand to include all other partners. WFC has staff that work primarily with job seekers and would be great to build in some training where they understand what businesses are looking. Data analytics- we are constantly looking at it from a demand perspective. Maybe look at it from the supply side. Look at what our inventory currently is and how do we work within the inventory. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Proactively work on getting information out and work on strategies. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

7. Business services representatives have a comprehensive understanding of labor market conditions, economic development activities, skill needs of the workforce and are fully connected to regional and local business partnership activities and sector strategies.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Have all representatives who do most of this type of work be better educated to raise the level of awareness and education about the various labor market conditions and economic development activities. <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Provide the education – pull it all together. <p style="margin-left: 20px;"><i>Possible Strategy: Need to connect it regionally and locally – we do well but could do better; need to pay attention to employers we are engaged with and respond to those needs; EDB did a plan with the sectors/clusters and will be giving a presentation to the next Business Services Committee on August 24th (8-9:30am)- all committees are invited</i></p> <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

8. A service strategy is in place for providing career services to Unemployment Insurance (UI) claimants. One-stop center staff are trained and knowledgeable in available UI services.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Per WIOA Employment Security needs to have someone sitting in the centers or get people connected, through technology, to someone who has a higher level of unemployment insurance knowledge. Need to have a better distinction between the role of the claims center and the role of re-employment focused staff. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Look at the monster system and see how it engages in the career services piece. It would be beneficial to have a demo for this group on the Monster system. Anne commits to bring back what is being done on the state level for discussion and help with options if necessary. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

10. The role of TANF in the one-stop has been defined in consultation with local TANF program administrators and TANF-specific services have been integrated into overall service delivery structures.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Local Planning Area Partnerships (LPA) Training Department of Commerce-subcontract out to 39 community based organizations that provide employment prep activities Employment Security Department partnership DSHS – business outreach Washington Connection through DSHS – a link to services System To Family Stability National Policy Academy Basic Food & Employment Training (BFET) Resources to Initiate Successful Employment (RISE) <p style="text-align: center; margin-top: 20px;">_____</p> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Explore the roles and potential connections with LPA. Kendrick will reach out globally what things are happening and Susan will reach out locally. Invite Jarret McGill to present – October meeting Look at how BFET is connected Look at policy group – (Kendrick will send some information on that group and once the kickoff takes place will bring more information or get someone to present). <p style="text-align: center; margin-top: 20px;">_____</p> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

11. A process is in place to assess customers' educational barriers when necessary and refer them to appropriate services that address a range of educational needs (e.g. low literacy levels, learning disabilities, etc.) and to appropriate partner programs (e.g. Adult Education, providers of ESL training, etc.).

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Workforce Central: uses Comprehensive Adult Student Assessment System (CASAS) to assess educational levels -reading and math Colleges: use Compass, College Board AccuPlacer and CASAS ESD: Skills interest and ability assessments that people can access online - can make it available in print also DVR: Has an assessment tool <p style="text-align: center;">_____</p> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Be more encouraging for people to have a willingness to disclose disability. There are a lot of non apparent disabilities that we are dealing with i.e. people who don't want to talk about or don't know that they have a disability. Awareness - Making sure we all know what resources are out there. Find best practices and effective strategies. TCC had a grant - Krista/Kelli will research and bring back what worked well and what didn't. Apply for grants. DVR - Mandy will bring information on strategies that DVR uses. Maybe use the Earn-Ability Group to help with grant writing. <p style="text-align: center;">_____</p> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

12. A service strategy has been put in place that provides youth with access to educational and other appropriate activities and supportive services. Youth are able to access robust programs, activities, and supportive services to assist them in obtaining high school and postsecondary credentials and succeeding in careers.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Before discussing affiliate/connection sites, we need to assess where we are today. The Core 6 Leadership team is going to be looking at maps that show where the population is, where the services exist to come up with where the super center and affiliates sites should be. Whether they are sites owned by the colleges, library system or community based organization is unknown right now. <hr style="width: 30%; margin: 20px auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<hr style="width: 30%; margin: 20px auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

13. One-Stop centers work in partnership with Job Corps Centers to actively recruit and refer youth to the program.

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> • We need to have Job Corp represented at the table. • We don't have any Job Corp centers in Pierce County but should post for the young adults as an option. • Locations are: <ul style="list-style-type: none"> ○ Sedro-Wooley Cascade ○ Columbia Basin in Moses Lake ○ Curlew (Eastern Washington) ○ Ft. Simcoe (Gorge area) • To get access to the Job Corp Centers is through the more localized contact points that we have in our community. It is a referral and assessment process. -- Goodwill has Job Corp staff there. Who else has Job Corp staff on premise? <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> • Get Job Corp representation at the table. • Partners should post Job Corp center locations and who the local contacts are. <ul style="list-style-type: none"> Locations are: <ul style="list-style-type: none"> ○ Sedro-Wooley Cascade ○ Columbia Basin in Moses Lake ○ Curlew (Eastern Washington) ○ Ft. Simcoe (Gorge area) Local Contacts: <ul style="list-style-type: none"> ○ Goodwill has Job Corp staff <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

14. Assistive Technology: How are we serving the disabled population?

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Mary Matusiak working with an ESD group of people to assess what we currently have and what we need. A governor initiated committee: Access and Technology Committee. ESD has a committee with representatives from different development centers that are working through issues to begin to raise the standards and ensure that our centers are meeting the needs of people with disabilities. Library System has a couple of pretty rudimentary software installed. Online services they look to see if they are translatable, text to reader, etc. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> Connect to the statewide initiative. Stay on track with the progress being made. <hr style="width: 30%; margin-left: 0;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

15. Job Seeker/Customer: What assessment tools are used now and what do we want to change to better serve the job seeker/customer?

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Agencies individually have tools they are using. Challenge is to know what those tools are, how they apply and what the best tools to use are. <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> All committee members are to bring back the list of assessments used either in your affiliate or in dealing with job seekers and prioritize whether they are career, scholastic, etc. <hr style="width: 30%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/Milestone	Resources Needed	Desired Outcomes	Status

ASSESSMENT

16. Center Assessment: How are we reporting as a system?

Step 1: List areas of opportunity for improvement (from QSAP):				Step 2: List goals in terms of attaining an idea/fully acceptable state relative to the areas of opportunity for improvement:		
<ul style="list-style-type: none"> Certifying affiliate sites every so many years. <hr style="width: 30%; margin: 20px auto;"/> <p style="text-align: center;">When these lists are complete, see if areas for improvement can be combined, eliminated, etc. to produce a manageable number.</p>				<ul style="list-style-type: none"> We have an obligation to make sure we have an assessment of the center. <hr style="width: 30%; margin: 20px auto;"/> <p style="text-align: center;">When these lists are complete, see if goals can be combined, eliminated, etc. to produce a manageable number, and align items to the left-hand column.</p>		
Step 3: Follow the template below for each GOAL:						
Key Strategies	Activities/Steps	Responsible Party	Timeframe/ Milestone	Resources Needed	Desired Outcomes	Status